



Office of the Provost

Pathways Appointment Campaign Documentation

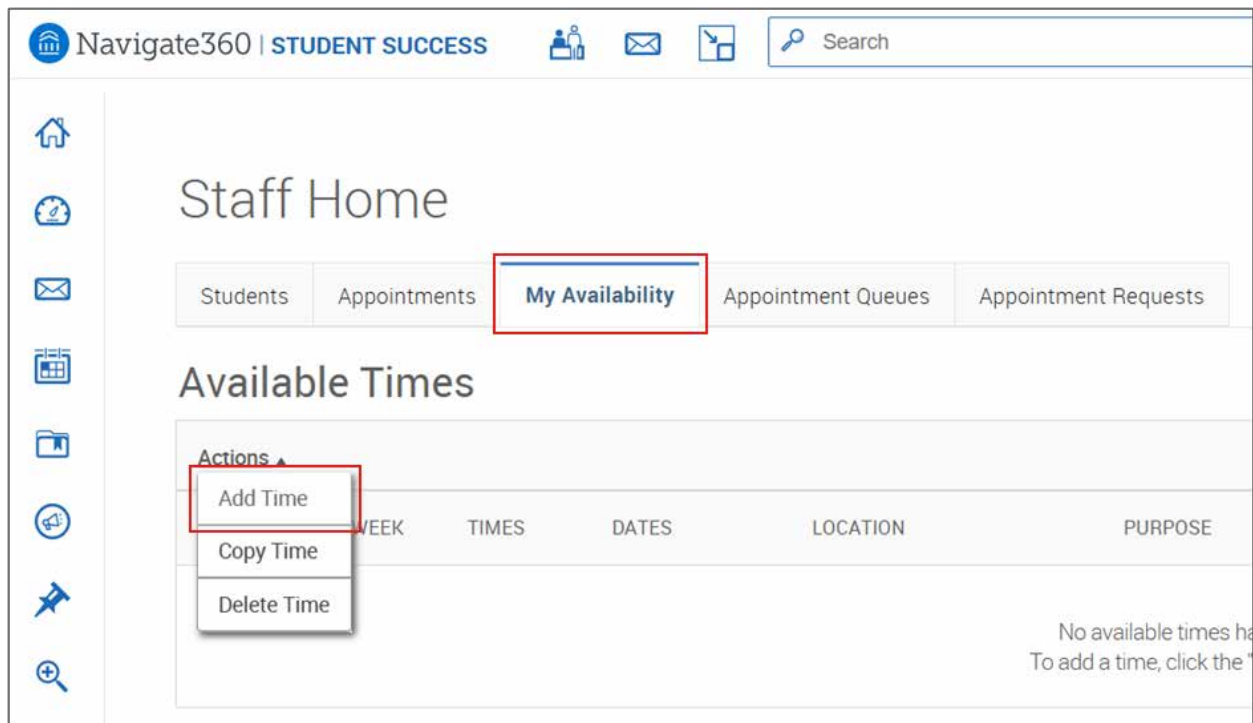
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How to Create Availability for Appointments

The instructions below can be followed to set up your availability for students to meet by Appointment only. It is recommended to set up separate blocks of availability if you would like to meet with students via Drop-In hours.

[Log into Pathways](#) and choose the My Availability tab on your Staff Home page. Under Available Times, use the Actions button to Add Time.



In the box that pops up, select the days and times you are available. To set the same availability for the entire term, choose the current term (Default Term) for the length of time to be active.* Then choose the Appointments option. (You'll be able to add additional days and times in a later step.)

**Note: if you choose Forever, then your availability will continue during and in between terms, as well as summer.*

ADD AVAILABILITY

When are you available to meet?

Mon Tue Wed **Thu** Fri Sat Sun

From 8:00am To 5:00pm

All times listed are in Eastern Time (US & Canada).

How long is this availability active?

Please select a duration

Add to your personal availability link?

☐ Add this availability to your personal availability link?

What type of availability is this?

Appointments Drop-ins Campaigns

If you would like to create a link that can be posted on Canvas or that you can send to your students that will direct them to view your drop-in times, select the box to Add to your personal availability link, as seen below:

ADD AVAILABILITY

When are you available to meet?

Mon Tue Wed **Thu** Fri Sat Sun

From 8:00am To 5:00pm

All times listed are in Eastern Time (US & Canada).

How long is this availability active?

Please select a duration

Add to your personal availability link?

☐ Add this availability to your personal availability link?

What type of availability is this?

Appointments Drop-ins Campaigns

Select the type of meeting (In-person and/or Virtual).

ADD AVAILABILITY

What type of availability is this?

Appointments Drop-ins Campaigns

Meeting Type

In-Person

Virtual

Location

Please select a location

Services

Please select services

URL / Phone Number

Special Instructions for Student

B I [Text formatting icons]

e.g. room 23, please bring paper

Cancel Save

Make the appropriate selections from the Care Unit, Location and Services drop-down menus.

ADD AVAILABILITY

What type of availability is this?

Appointments Drop-ins Campaigns

Meeting Type

Please select Meeting Types

Care Unit

Please select a care unit

Location

Please select a location

Services

Please select services

URL / Phone Number

Special Instructions for Student

B I [Text formatting icons]

e.g. room 23, please bring paper

Cancel Save

If you select Virtual meeting type, you can add a URL, such as your Zoom Personal Meeting ID (PMI) or phone number. This information will be sent to the student when they schedule the appointment.

ADD AVAILABILITY

What type of availability is this?

Appointments | Drop-ins | Campaigns

Meeting Type
☒ Virtual

Care Unit
Please select a care unit

Location
Please select a location

Services
Please select services

URL / Phone Number
https://pitt.zoom.us/j/1111111111

Special Instructions for Student

B *I*

e.g. room 23, please bring paper

Cancel Save

Add any Special Instructions you would like the students to see when they are scheduling an appointment. The sample text you see here is included below in the *Tip* section if you would like to copy.

ADD AVAILABILITY

Appointments | Drop-ins | Campaigns

Meeting Type
☒ Virtual

Care Unit
Please select a care unit

Location
Please select a location

Services
Please select services

URL / Phone Number
https://pitt.zoom.us/j/1111111111

Special Instructions for Student

B *I*

If you choose an in-person meeting, we will meet in my office at [YOUR OFFICE LOCATION HERE].

If you choose a virtual meeting, please make sure you are on your computer and signed into my.pitt.edu and use the provided zoom meeting URL.

Cancel Save

Tip: Include special instructions to provide the students with important information.

If you choose an in-person meeting, we will meet in my office at [YOUR OFFICE LOCATION HERE].

If you choose a virtual meeting, please make sure you are on your computer and signed into my.nitt.edu and use the provided zoom meeting URL.

If you would like to have group appointments, you can adjust the Max Number of Students per Appointment, otherwise, leave it at 1 and Select the [Save](#) button.

ADD AVAILABILITY

SERVICES
Please select services

URL / Phone Number
<https://pitt.zoom.us/j/1111111111>

Special Instructions for Student
B I If you choose an in-person meeting, we will meet in my office at [YOUR OFFICE LOCATION HERE].
If you choose a virtual meeting, please make sure you are on your computer and signed into my.pitt.edu and use the provided zoom meeting URL.

Will you be meeting with multiple students?
These settings will not be used for kiosks and campaign purposes
Max Number of Students per Appointment
1

Cancel **Save**

To add additional availabilities, select the checkbox beside the time you have created, and use the Actions drop-down to Copy this time. You can also use the blue [Edit](#) link to edit a specific block. You can have as much availability as you need.

Staff Home

Students Appointments **My Availability** Appointment Queues Appointment Requests

Available Times

Actions ▼

☐	DAYS OF WEEK	TIMES	DATES	LOCATION	PURPOSE	CARE UNIT	PERSONAL LINK	MEETING TYPE
☒	Tue, Thu	8:00am - 5:00pm	Spring Term 2025-2026	Student Success Hub	Academic Coaching (Virtual) For: Appointments	Student Services	No	Virtual Edit

* All times listed are in Eastern Time (US & Canada)

Staff Home ▾

Students | Appointments | **My Availability** | Appointment Queues | Appointment Requests

Available Times

Actions ▾

- Add Time
- Copy Time**
- Delete Time
- Add to Personal Link
- Remove from Personal Link

MES	DATES	LOCATION	PURPOSE	CARE UNIT	PERSONAL LINK	MEETING TYPE
00am - 00pm	Forever	Student Success Hub	Academic Coaching (Virtual) For: Drop-Ins	Student Services	Yes	In-Person Edit
00am - 00pm	Forever	Student Success Hub	Academic Coaching (Virtual), SSH Academic Success Appointment For: Appointments	Student Services	No	In-Person Edit

How to Create an Appointment Campaign

Tip: Many locations in Pathways where you can select students, including your Assigned Student list from your Staff Home page, allow you to use the Actions drop-down to quickly create an Appointment Campaign (see screenshot below).

Staff Home ▾

Students | Appointments | My Availability | Appointment Queues | Appointment Requests

Assigned Students

List Type: Assigned Students | Term: Spring Term 2025-26 | Relationship Type: All Relationship Types

Actions ▾

- Send a Message to Student
- Create Ad hoc Appointment Summary
- Create an Appointment Campaign**
- Schedule Appointment
- Note
- Issue Referral
- Add to Student List
- Add To-Do
- Show/Hide Columns
- Export Results

ST	CUMULATIVE GPA	CATEGORY	AT RISK?
2023 A&S First Year, 2023 Provost Scholar, Active UGRD - Dietrich Sch Arts and Sciences, Active UGRD - Sch Hlth & Rehabilitation Scs, Active UGRD - School of Education, Admitted Test Optional, Dorm - Lothrop Hall, Enrollment Appointment 10/30/2025, FA Academic Progress (2026) - Satisfied, First Generation College Student, Good Academic Standing - 2241, Good Academic Standing - 2244, Good Academic Standing - 2254, Junior/Kessler Scholars 2023, MINOR - Italian, MINOR - Secondary Education, Out of State Resident, Pittsburgh Campus, Pittsburgh Campus Undergrad, Provost Scholar, SHED/HER, Sports Science Guarantee Yes, Undergraduate, Undergraduate Eligible to Apply for Graduation	3.807		No
2023 A&S First Year, 2023 Provost Scholar, Active UGRD - Dietrich Sch Arts and Sciences, CERTIFICATE - Conceptual Foundations of Medicine (Undergraduate), CERTIFICATE - Health Humanities, Dorm - Edward H. Litchfield Tower C, Enrollment Appointment 10/28/2025, FA Academic Progress (2026) - Satisfied, First Generation College Student, Good Academic Standing - 2241, Good Academic Standing - 2244, Good Academic Standing - 2254, Junior/Kessler Scholars 2023, MINOR - Chemistry, Pittsburgh Campus, Pittsburgh Campus Undergrad, Provost Scholar, Rural Student, Pittsburgh Campus, Senior, Student Support Services, Undergraduate, Undergraduate Eligible to Apply for Graduation	3.922		No
2023 ENGR First Year, 2023 Provost Scholar, Active UGRD - Swanson School of Engineering, Admitted Test Optional, CERTIFICATE - Supply Chain Management (Undergraduate), Enrollment Appointment 10/30/2025, FA Academic Progress (2026) - Satisfied, First Generation			

If you want to create a campaign from a saved student list, access it from the Lists and Saved Items button on the left-hand menu.

Staff Home

Students | Appointments | My Availability | Appointment Queues | Appointment Requests

Assigned Students

List Type: Assigned Students | Term: Spring Term 2025-20... | Relationship Type: All Relationship Types

Actions

NAME	ID	STUDENT LIST	CUMULATIVE GPA	CATEGORY
Student10	4656004	1 at-risk report, reach out about internships	3.807	2023 A&S First Year, 2023 Provost Scholar, Active UGRD - Dietrich Sch Arts and Sciences, Active UGRD - Sch Scs, Active UGRD - School of Education, Admitted Test Optional, Dorm - Lothrop Hall, Enrollment Appointment Progress (2026) - Satisfied, First Generation College Student, Good Academic Standing - 2241, Good Academic Standing - 2254, Junior, Kessler Scholars 2023, MINOR - Italian, MINOR - Secondary Education, Out Campus, Pittsburgh Campus-Undergrad, Provost Scholar, SHE/HER, Sports Science Guarantee Yes, Undergrad Apply for Graduation
Student10	4611525		3.922	2023 A&S First Year, 2023 Provost Scholar, Active UGRD - Dietrich Sch Arts and Sciences, CERTIFICATE - Cor Medicine (Undergraduate), CERTIFICATE - Health Humanities, Dorm - Edward H. Litchfield Tower C, Enrollment Academic Progress (2026) - Satisfied, First Generation College Student, Good Academic Standing - 2241, Good Academic Standing - 2254, Junior, Kessler Scholars 2023, MINOR - Italian, MINOR - Secondary Education, Out Campus, Pittsburgh Campus-Undergrad, Provost Scholar, SHE/HER, Sports Science Guarantee Yes, Undergrad Apply for Graduation

Select the list that includes students who you want to be included in the campaign.

My Saved Items

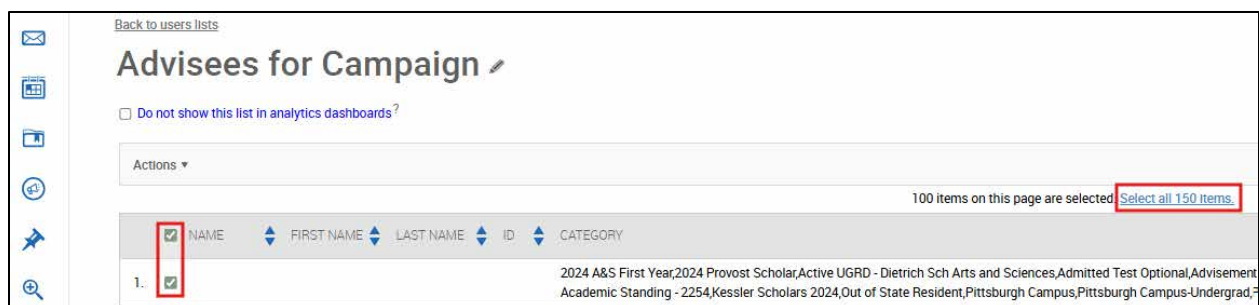
Student Lists

Student Lists are static lists of students by student ID. Even as student information changes, the list of students will remain the same. Use Student Lists to track information about a group of students.

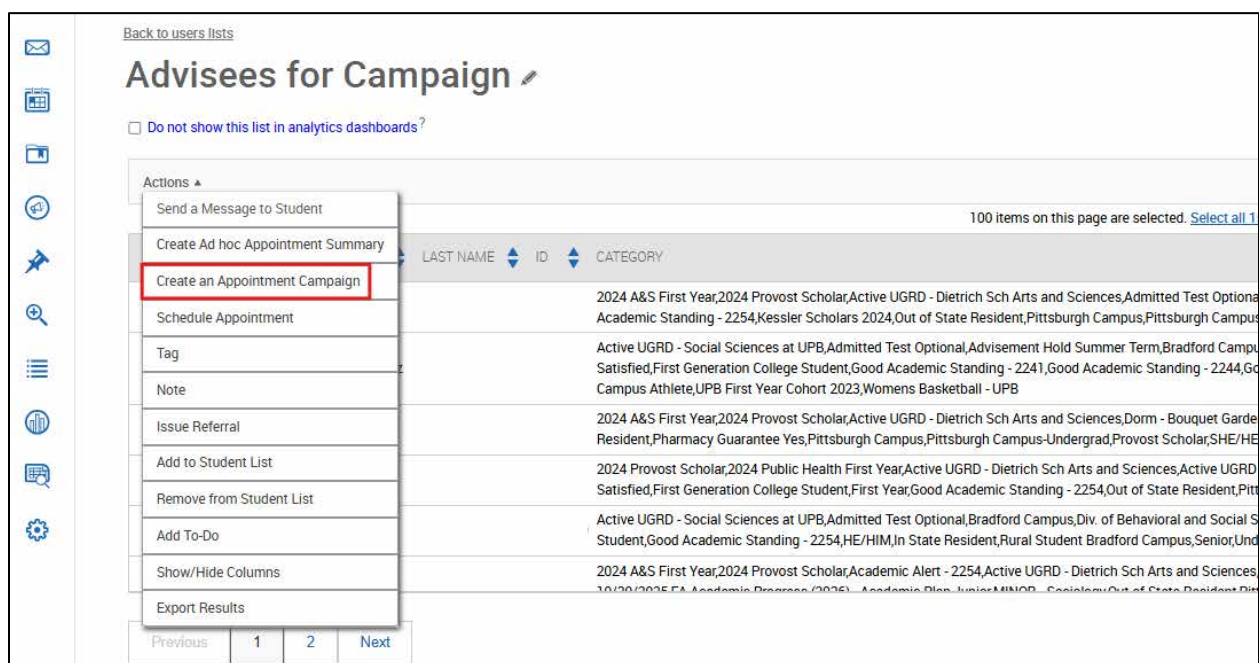
+ Add Student List | Upload Student List

NAME	VIEWABLE IN ANALYTICS?	# OF ACTIVE STUDENTS
Transfers	Yes	0
reach out about internships	Yes	5
New Student List	Yes	4
High Support	Yes	3

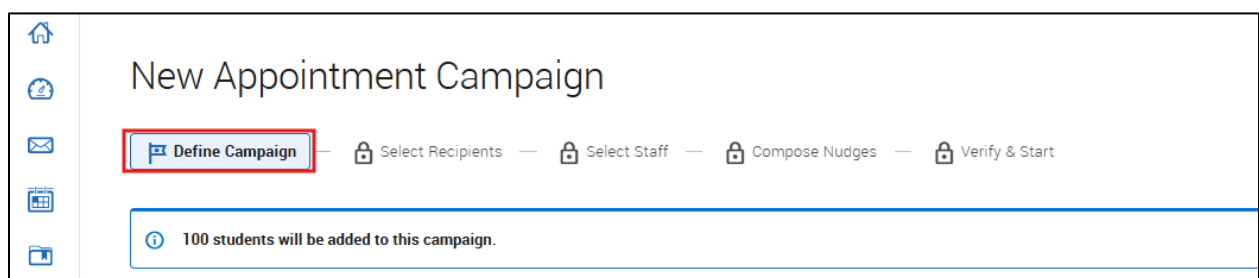
Once selected, use the checkboxes to check individual students, or the checkbox at the top to include all of your students. **NOTE:** Selecting the checkbox at the top will only select students on the first page (or page that you are currently on). If you have more than 100 students, be sure to select the link that is displayed to "Select all items", which will appear once the checkbox at the top is selected.



Use the Actions drop down and select Create an Appointment Campaign.



You will then be able to define your campaign and see the number of students who are included.



Define your campaign by completing all required fields. A breakdown of these fields is provided below.

Campaign Configurations

Define Campaign

Set up your campaign. Specify your appointment details and timing.

Campaign Configurations

Campaign Name *

Instructions or Notes for Landing Page:

Care Unit: *

Location: *

Service: *

Campaign Name: Name your campaign using the Naming Convention. Ex. Term, dept, campaign reason, last name (full or abbreviated)

Care Unit: This should match your Availability.

Location: This should match your Availability.

Service: This should match your Availability.

Appointment Configurations

Appointment Configurations

Appointment Limit: *

Appointment Length: *

Slots Per Time: *

☐ Allow Scheduling Over Courses
 ☐ Restrict Scheduling To Assigned Staff Only ⓘ

Staff Reminders:

Recipient Reminders:

☐ Email ☐ Text

☐ Email ☐ Text

Appointment Limit: Number of times you want the link in your invitation to work. Most often once.

Appointment Length: How long you want the appointment to last. Length ranges from 5 to 360 min.

Slots Per Time: Number of students in an appointment. 1 means each appointment will be an individual appointment.

Scheduling Window

Scheduling Window

Campaign appointments can be scheduled on any date within the scheduling window. Your campaign will begin automatically on the date of your first nudge.

Start Date *
February 26, 2026

End Date *
March 12, 2026

Launch Date

This Launch Date will be the date that the "Welcome Message" will send. If students are added to your Campaign after this launch date via Automation, the "Welcome Message" will send to that student as soon as they are added.

Launch Date *
February 26, 2026

Start Date: First day you want to meet with students during the campaign.

End Date: Last day you want to meet with students during the campaign.

Launch Date: The day students will be emailed the Welcome Message, asking them to schedule an appointment. This must be the same as, or before, the Start Date.

Once all required fields are completed, select [Continue](#).

The next step will allow you to Verify Recipients. Review your list and select [Continue](#). *If necessary, you can select and remove individual students through the Actions button.*

Appointment Campaign: Mid-Term Appointments

Define Campaign

Verify Recipients

Select Staff

Compose Nudges

Verify & Start

Add Recipients To Campaign

Review Recipients in Campaign

Actions

Remove Selected Users

Next, in the Select Staff step, click the box next to your name and then select [Continue](#).

Appointment Campaign: Mid-Term Appointments

[Define Campaign](#) — [Verify Recipients](#) — [Select Staff](#) — [Compose Nudges](#) — [Verify & Start](#)

Select Staff For Campaign

Available Staff ☒ Include Appointment Availabilities?

ID	NAME	AVAILABLE TIMES
☒	Pitt Advisor	For: Appointments Tue, Fri 8:00am - 5:00pm ET

Note: If you do not appear as an available staff, the services for your availability and campaign may be different, or you may not have made availability for Campaigns. In this case, go back to edit your availability and re-define your campaign, or select the option to “Include Appointment Availabilities” to reference all the availability you have created.

Next, in the Compose Nudges step, you will compose your Welcome Message and any Nudges. Select the Add Welcome Message button.

Appointment Campaign: Mid-Term Appointments

[Define Campaign](#) — [Verify Recipients](#) — [Select Staff](#) — [Compose Nudges](#) — [Verify & Start](#)

Compose Nudges

Nudges

What would you like to say to your recipients? Set up your outreach and follow-up messages. Follow-up messages will only be sent to students who have not scheduled all appointments in the campaign.

[+ Add Welcome Message](#)

Make edits to the Welcome Message that you want to send to students. In the body of the message, make sure that the `{schedule_link}` tag stays intact—this is how a student can make an appointment with you. As you make changes you will see a preview of the email you are sending to students on the right-side of the page—this is how the students will see the email message.

Campaigns & Events

Student Campaigns

Student Campaigns are campaigns that can be sent directly to the students to complete a specific action or to be notified at different times.

Appointment Campaigns

Campaigns & Events reach out to specific student populations and encourage them to schedule appointments. Appointment campaigns are best deployed by staff members seeking to encourage students to meet with them for advising or other services.

[+ Add New](#)

Tip: By adding additional Nudges, you can set up email reminders in advance for students who have not made an appointment. You decide the date that you want a new reminder to go out. Just follow the steps above to create as many reminders as you need. Now, you won't have to remember to check!

Compose Nudges

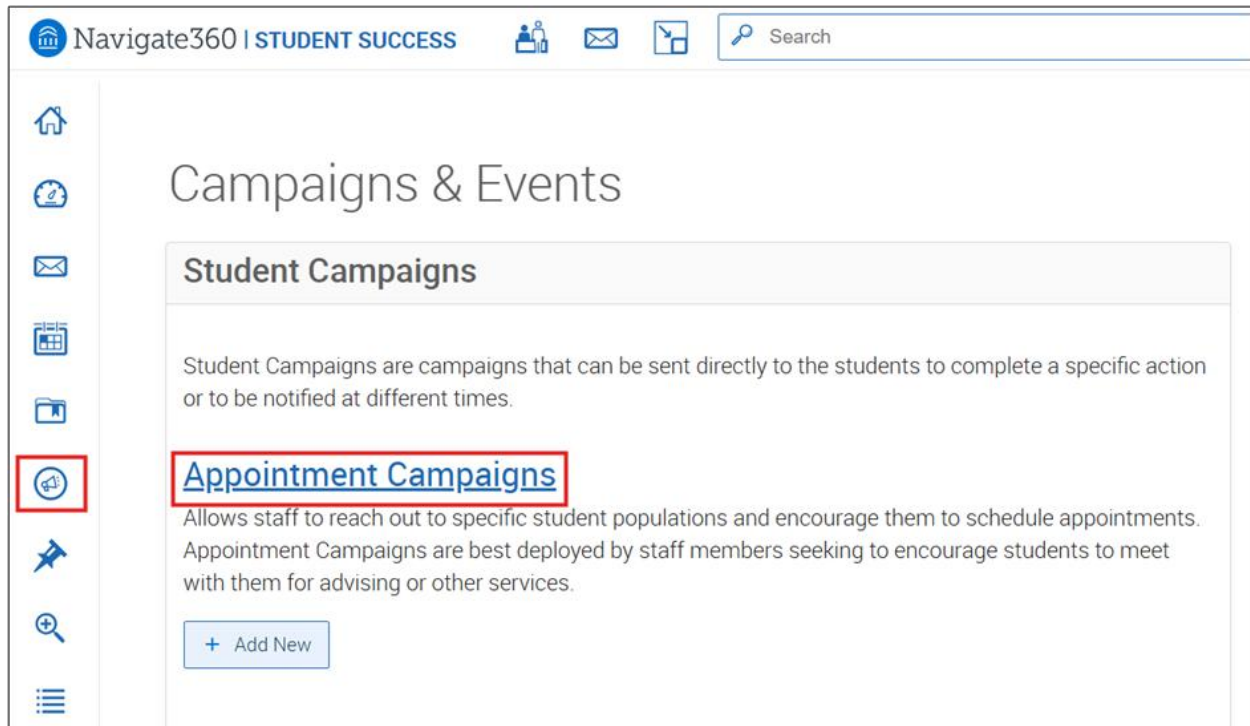
Nudges

What would you like to say to your recipients? Set up your outreach and follow-up messages. Follow-up messages will only be sent to students who have not scheduled all appointments in the campaign.

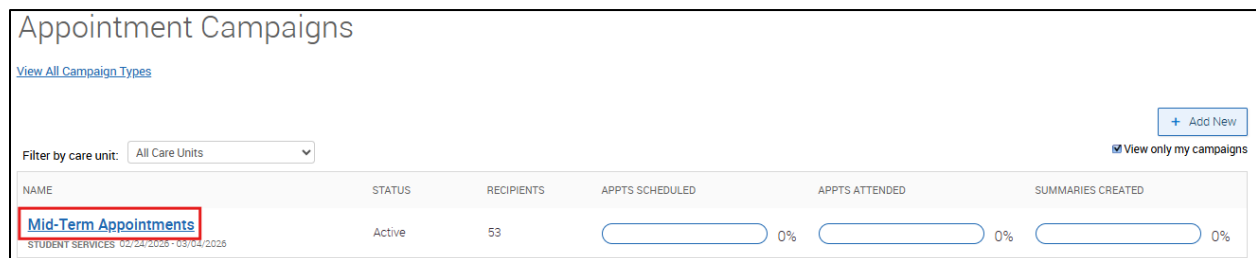
[+ Add Nudge](#)

How to Add or Remove a Student from an Existing Campaign

Select the Campaign & Events icon on the left navigation menu, then select Appointment Campaigns



On the next page, select the campaign you want to edit.



From the Options container on the right-side of the page, select [Edit Campaign Details](#).

Appointment Campaigns > **Mid-Term Appointments**

02/24/2025 12:00 AM ET - 03/04/2025 12:00 AM ET

STUDENTS IN CAMPAIGN 53	APPOINTMENTS MADE 0% 0 Students	APPOINTMENTS ATTENDED 0% 0 Students	SUMMARIES CREATED 0% 0 Students
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Options

- [Edit Campaign Details](#)
- [Delete This Campaign](#)
- [Export Student List](#)

On the next screen, select Verify Recipients.

Appointment Campaign: Mid-Term Appointments

☒ Define Campaign —
 ☒ **Verify Recipients** —
 ☒ Select Staff —
 ☒ Compose Nudges —
 ☒ Verify & Start

TO ADD STUDENTS

Scroll down to select Add More Recipients.

Save and Exit

This will take you to the Advanced Search tool, which you will use to find the students you want to add. *Note: You can use a Student List as a search filter or scroll down to the end of the container and filter by My Students Only.*

Add Recipients To Campaign

Add Recipients to your campaign now, later, or through automation ⓘ

New Search

Saved Searches -

Keywords (First Name, Last Name, E-mail, Student ID)
?

Student Information First Name, Last Name, Student ID, Category, Tag, Gender, Race or Ethnicity, Student List

First Name ?	Last Name ?	From Last Name ?	To Last Name ?
Student ID ?	Gender	Race or Ethnicity	Student List (In Any of These)
	All	All	All

Nav Info Milestone filters

Search

☐ Include Inactive
☒ My Students Only
☐ At-Risk Students Only

Select the student(s) you want to add and [Search](#) to ensure you have the correct students selected. Then, press the blue [Continue](#) button.

Add Recipients To Campaign

Review Recipients in Campaign

Actions ▾

☒ NAME

< Back Add More Recipients

Save and Exit [Continue >](#)

To send these students the Welcome Message, proceed to the Verify & Start step, scroll down to the bottom of the page, and then choose to [Send Nudge Now](#).

Define Campaign

Verify Recipients

Select Staff

Compose Nudges

[Verify & Start](#)

Some newly added students in this campaign have not received a nudge yet

You can send a nudge to them now with the Send Nudge Now button below or Save and Exit the campaign without sending these users an initial nudge. All students that are a part of this campaign will receive future nudge emails.

Recipients [View Recipients](#)

Staff [View Staff](#)

Welcome Message

Send Date:

Subject:

Sender Name:

No-Reply Email Address:

Reply-To Email Address:

Email Preview:

Day added

{Student_first_name}, Schedule a Student Services appointment

Kaylee Burns

kburns@pitt.edu

kburns@pitt.edu

[View Email](#)

< Back

Save and Exit [Send Nudge Now](#)

Lastly, a pop-up will appear so that you can review and/or make updates as needed before sending. Once you are satisfied, select [Send To Added Students](#).

17

Once your list is refreshed, select [Save and Exit](#) at the bottom of the page, or [Continue](#) editing the campaign if you need to make additional edits.

[< Back](#) Add More Recipients

Save and Exit [Continue >](#)

How to Create a Student List from your Assigned Students or via Search

To help keep track of a list of students, you can create a student list. This is a list of students manually created and maintained by a user that highlights a particular population. This list can be used for Advising Campaigns, communications, or other monitoring.

Select students that you want to include in your Student List. The students could be manually assigned from your list of Assigned Students or by using the search or reporting functionality. You can select students individually or select all students.

Assigned Students

Staff Home ▼

[Students](#) [Appointments](#) [My Availability](#) [Appointment Queues](#) [Appointment Requests](#)

Assigned Students

List Type: [Assigned Students](#) Term: [Spring Term 2025-20...](#) Relationship Type: [All Relationship Types](#)

Actions ▼

☒	NAME	ID	STUDENT LIST	CUMULATIVE GPA	CATEGORY
1. ☒	Student1 Pitt	4656004	1 at-risk report, reach out about internships	3.807	2023 A&S First Year,2023 Provost Scholar,Active UGRD - Dietrich Sch Arts and Sciences,Active UGRD - Sch Hlth Scs,Active UGRD - School of Education,Admitted Test Optional,Dorm - Lothrop Hall,Enrollment Appointment 10/ Progress (2026) - Satisfied,First Generation College Student,Good Academic Standing - 2241,Good Academic St Academic Standing - 2254,Junior,Kessler Scholars 2023,MINOR - Italian,MINOR - Secondary Education,Out of St Campus,Pittsburgh Campus-Undergrad,Provost Scholar,SHE/HER,Sports Science Guarantee Yes,Undergraduate Apply for Graduation

Advanced Search

On your Staff Home page, once the students are selected, click the Actions Drop-down menu, then select Add to Student List.

The screenshot shows the 'Staff Home' interface with the 'Students' tab selected. Under 'Assigned Students', there are filters for 'List Type' (Assigned Students), 'Term' (Spring Term 2025-2026), and 'Relationship Type' (All Relationship Types). A table of students is displayed with columns for 'STUDENT ID', 'CUMULATIVE GPA', and 'CATEGORY'. The 'Actions' dropdown menu is open, showing options like 'Send a Message to Student', 'Create Ad hoc Appointment Summary', 'Create an Appointment Campaign', 'Schedule Appointment', 'Note', 'Issue Referral', 'Add to Student List' (highlighted), 'Add To-Do', 'Show/Hide Columns', and 'Export Results'.

Select Create new list and give the new student list a name. Select [Save](#).

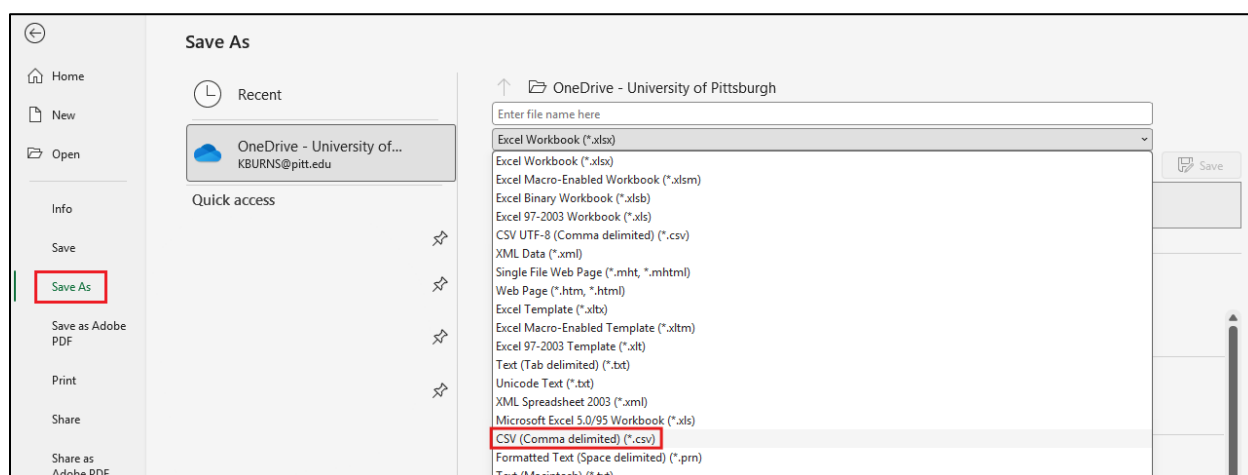
The screenshot shows the 'ADD TO STUDENT LIST' dialog box. It contains a list of checkboxes for different student categories: 'High Support', 'Transfers', '1 At Risk Report', '2 At Risk Report', '3 At Risk Reports', 'Reach Out About Internships', and 'New Student List'. The 'Create new list...' option is selected, and a text input field is visible. The 'Save' button is highlighted.

NOTE: Saved lists are static groups of students and if the population of students changes, you must edit this list or delete it and create a new one. It will not change like your "Assigned Students" as your list of assigned PeopleSoft Advisees changes.

How to Upload a Student List

Often, you have queries from other systems that would be useful to your work within the Pathways system. Rather than recreate that list within Advanced Search or manually add students to a Student List, you can load students into the system from the list you already have using the Batch feature.

Before you start in Pathways, you will need to create and save a .csv file in Excel.



The spreadsheet should include the header and a list of PeopleSoft IDs of the students that you want to include in your Student List. All other columns are optional and will not be used. **NOTE:** you can export your list of PS advisees from the Advisor Center in PeopleSoft (see second screenshot below).

	A	B	C	D	E	F	G	H	I	J	K
1	PSID	Last Name	First Name	Admit Term							
2	1111111	Doe	Jane	2244							
3	2222222	Lane	Mary	2244							
4	1234567	Smith	John	2244							
5	3333333	Thomas	Ryan	2244							

Faculty Center | Advisor Center | Search

My Advisees | Student Center | General Info | Transfer Credit | Academics

My Advisees

Select display option

☒ Link to Photos ☐ Include photos in list

Personalize | Find | 

Notify	Photo	Name	ID	Committee	View Student Details	Advising Notes
1				Biological Sciences Advising	View Student Details	

In Pathways, select the List & Saved Items icon on the left navigation menu.

Staff Home ▾

Students | Appointments | My Availability | Appointment Queues | Appointment Requests

Assigned Students

List Type: Assigned Students Term: Spring Term 2025-20... Relationship Type: All Relationship Types

Actions ▾

☐	NAME	ID	STUDENT LIST	CUMULATIVE GPA	CATEGORY
	Student 1	4656004	1 at-risk report, reach out about internships	3.807	2023 A&S First Year, 2023 Provost Scholar, Active UGRD - Dietrich Sch Arts and Sciences, Active UGRD - School of Education, Admitted Test Optional, Dorm - Lothrop Hall, Enrollment Progress (2026) - Satisfied, First Generation College Student, Good Academic Standing - 2241, Good Academic Standing - 2254, Junior, Kessler Scholars 2023, MINOR - Italian, MINOR - Secondary Education, Pittsburgh Campus-Undergrad, Provost Scholar, SHE/HER, Sports Science Guarantee Year

Select Upload Student List.

My Saved Items

Student Lists

Student Lists are static lists of students by student ID. Even as student information changes, the list of students will remain the same. Use Student Lists to track information about a group of students.

+ Add Student List 

On the next page, you can add your students to an existing list or select New Student List then select Confirm.

Upload File to Student List

 **Select a Student List**
 Upload
 Choose a Column
 Complete

Select A Student List

Choose a list to add these students to

▼

Select a Student List

Advisees for campaign

New Student List

Confirm

Select the Choose File button to select the file you want to load, then select the Click to upload the file button.

Upload File to Student List

 **Select a Student List**
 **Upload**
 Choose a Column
 Complete

Upload

Please upload a .csv file containing a column of student IDs

Choose File

kburns sample CSV.csv

Click to upload the file

Select the header of the column that holds your PeopleSoft IDs and select the blue [Save](#) button.

Upload File to Student List

✓ Select a Student List
✓ Upload
Choose a Column
🔒 Complete

Choose A Column

You've uploaded [kburns_sample_CSV.csv](#)

Choose an ID type for your upload: ☒ Student ID ☐ Alternate ID

Choose the column containing ID data:

▼

Save

Student ID
 First Name
 Student List
 Classification
 College
 Degree
 Earned Credits
 Enrolled

[of Use ↗](#) | [Download Acct](#)
 sion: 26.4

Page last refreshed at 1:07pm
 All times listed are in Eastern Time (US & Canada)

Depending on the size of the Student List, it may take a few minutes to load all the students into the Student List.

Upload File to Student List

✓ Select a Student List
✓ Upload
✓ Choose a Column
Complete

Complete

Success! The students have been added to [Advisees for Campaign](#)

Important: There may be a delay before all students appear in the list.

[View my Student Lists](#)